Amendments to the Claims

This listing of claims will replace all prior versions, and listing, of claims in the application:

1. (Currently Amended) A method for removing personal information from a first electronic document produced by a document-generating application <u>and including a comment box visible with a display of the document</u>, wherein the method comprises the steps of:

activating a privacy option comprising computer-implemented instructions provided by the application and operative to ~~remove~~ <u>enable removal of</u> one or more pieces of personal information ~~from~~ <u>displayed in</u> the <u>comment box of the</u> first document without deleting the document; and

wherein the removal of one or more pieces of personal information from the first document comprises the computer-implemented step of replacing the one or more pieces of personal information <u>displayed in the comment box</u> with generic information.

2. (Original) The method of Claim 1, further comprising saving the first document.

3. (Original) The method of Claim 1, wherein the one or more pieces of personal information comprises an author's name, a user's name, a company name, a manager's name, a last saved by name, an e-mail address, or a combination thereof.

4. (Cancelled)

5. (Previously Presented) The method of Claim 1, wherein the generic information comprises a string of letters, numbers, symbols, spaces, or a combination thereof.

6. (Currently Amended) The method of Claim 1, wherein activation of the privacy option removes one or more pieces of personal information from <u>display in the comment box of</u> the first document.

7. (Currently Amended) The method of Claim 2, wherein saving the first document removes one or more pieces of personal information from <u>display in the comment box of</u> the first document when the first document is saved.

8. (Currently Amended) A method for removing personal information from <u>a visible comment box of</u> a second electronic document, wherein the method comprises creating a template of the second document from the first document produced by the method of Claim 1.

9. (Original) A computing system containing at least one application module usable on the computing system, wherein the at least one application module comprises application code for performing the method of Claim 1.

10. (Original) A computer readable medium having stored thereon computer-executable instructions for performing the method of Claim 1.

11. (Currently Amended) A method for removing personal information from an electronic document having a visible comment box displaying the personal information, wherein the method comprises the steps of:

receiving input of one or more pieces of personal information into one or more data storage fields in response to a request for personal information from a document-generating application; and

receiving input to activate a computer-implemented privacy option for the document, wherein activation of the privacy option results in the removal of the one or more pieces of personal information from the comment box displayed with the document without deleting the document; and

wherein the removal of one or more pieces of personal information from the comment box displayed with the document comprises the computer-implemented step of replacing the one or more pieces of personal information with generic information for display in the comment box.

12. (Original) The method of Claim 11, wherein the one or more pieces of personal information comprises an author's name, a user's name, a company name, a manager's name, a last saved by name, an e-mail address, or a combination thereof.

13. (Cancelled)

14. (Previously Presented) The method of Claim 11, wherein the generic information comprises a string of letters, numbers, symbols, spaces, or a combination thereof.

15. (Currently Amended) The method of Claim 11, further comprising receiving input to save the document, wherein saving the document removes the one or more pieces of personal information from the comment box visible with the document or replacing the one or more pieces of personal information with generic information in the comment box visible with the document.

16. (Original) The method of Claim 11, further comprising receiving input to enter one or more pieces of new personal information into the document after activation of the privacy option, wherein the one or more pieces of new personal information into the document are (a) removed from the document or (b) replaced with generic information (1) as soon as the one or more pieces of new personal information are added to the document, or (2) as soon as an "OK" prompt is replied to by an user, or (3) as soon as the document is closed.

17. (Original) A computing system containing at least one application module usable on the computing system, wherein the at least one application module comprises application code for performing the method of Claim 11.

18. (Original) A computer readable medium having stored thereon computer-executable instructions for performing the method of Claim 11.

19. (Currently Amended) A computer readable medium having stored thereon computer-executable instructions for performing a method for removing personal information from <u>a visible comment box displayed with</u> an electronic document, wherein the method comprises the steps of:

activating a computer-implemented privacy option provided by the instructions, wherein activation of the privacy option enables removal of one or more pieces of personal information from the <u>comment box displayed with the</u> document without deleting the document; and

wherein the removal of one or more pieces of personal information from the <u>comment box displayed with</u> first document comprises the computer-implemented step of replacing the one or more pieces of personal information with generic information <u>displayed in the comment box</u>.

20. (Original) The computer readable medium of Claim 19, wherein the method further comprises saving the document.

21. (Currently Amended) A method for removing personal information from an electronic document created by a document-generating application <u>and having a memory representation which is visible to a user when the document is being viewed from the</u>

application, and a file representation which is saved to computer-readable media, wherein

the method comprises the steps of:

> providing a computer-implemented privacy option; and

> receiving input to activate the privacy option;

wherein activation of the privacy option enables the computer-implemented step of

removal of one or more pieces of personal information from the memory representation

and from the file representation of the document or the computer-implemented step of

replacement of one or more pieces of personal information with generic information from

the memory representation and from the file representation without deleting the

document.

22. (Original) The method of Claim 21, further comprising receiving input to save the

document if the application has a save function.

23. (Original) The method of Claim 21, further comprising:

> providing a prompt to input instructions to activate the privacy option

upon closing or saving the document.

24. (Original) The method of Claim 21, wherein the personal information comprises at

least one piece of personal information selected from an author's name, a user's name, a

company name, a manager's name, a last saved by name, and an e-mail address.

25. (Original) A computing system containing at least one application module usable on the computing system, wherein the at least one application module comprises application code for performing the method of Claim 21.

26. (Original) A computer readable medium having stored thereon computer-executable instructions for performing the method of Claim 21.

27. (Currently Amended) The method of Claim 1, wherein the document generating program generates [[a]] the comment box containing a comment added to the first electronic document by a user of the program and also containing personal information about the user adding the comment; and wherein

activating the privacy option enables removal of the personal information from the comment box without removing the comment displayed with the personal information in the comment box.